

**LAFCO of Napa County**  
**Schedule of Fees and Deposits**  
(Adopted December 13, 2001, Revised March 5, 2007)

The policy of the Commission is:

1. This fee schedule shall be administered in accordance with the provisions of Government Code §56383.
2. Applications submitted to LAFCO shall be accompanied by a non-refundable initial fee as detailed in this schedule.
3. Applicants are responsible for any fees or charges incurred by LAFCO or required by other agencies in the course of the processing of an application.
4. Initial fees include a fixed number of staff hours as detailed in the fee schedule.
5. Additional LAFCO staff time shall be charged to the applicant at a rate of \$50.00 per hour.
6. Applicants are responsible for any extraordinary administrative costs as determined by the Executive Officer and detailed for the applicant in a written statement.
7. Additional LAFCO staff time and administrative costs shall not be charged for city annexation applications that are comprised solely of one, entire unincorporated island.
8. If the Executive Officer estimates that a proposal will require more than 20 hours staff time to complete, he shall provide a written statement to that effect to the applicant and request a deposit in an amount sufficient to cover anticipated costs. If this or any subsequent deposit proves insufficient, the Executive Officer shall provide an accounting of expenditures and request deposit of additional funds.
9. If the processing of an application requires that LAFCO contract from another agency or from a private firm or individual for services that are beyond the normal scope of LAFCO staff work (such as the drafting of an Environmental Impact Report or Comprehensive Fiscal Analysis), the applicant shall be responsible for all costs associated with that contract. The applicant will provide LAFCO with a deposit sufficient to cover the cost of the contract.
10. The Executive Officer may stop work on any proposal until the applicant submits a requested deposit.
11. Written appeal of fees and/or deposits, specifying the reason for the appeal, may be submitted to LAFCO prior to the submission of an application or prior to the submission of a deposit requested by the Executive Officer. The appeal will be considered at the next regular meeting of the Commission.
12. Upon completion of a project, the Executive Officer shall issue to the applicant a statement detailing all expenditures from a deposit for additional time and materials and shall have a refund for any remaining funds issued to the applicant.

## **INITIAL FEES**

### **ANNEXATIONS AND DETACHMENTS**

With 100% consent of property owners and affected agencies	\$500 (10 hrs)
Without 100% consent of property owners and affected agencies	\$1,000 (20 hrs)
Unincorporated Island Annexation to City (entire island only)	\$100 (n/a)

<b>SERVICE REVIEW</b>	\$2,000 (40 hrs)
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### **SPHERE OF INFLUENCE**

Revision or amendment	\$1,000 (20 hrs)
Review or Update	\$2,000 (40 hrs)
Establishment	\$2,500 (50 hrs)

### **REORGANIZATIONS OTHER THAN ANNEXATIONS AND DETACHMENTS**

(i.e. Incorporations, District Establishments, Mergers, Formations or Dissolutions)	\$5,000 (100 hrs)
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<b>REQUEST FOR RECONSIDERATION</b>	\$1,000 (20 hrs)
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<b>REVIEW OF OUT-OF-AGENCY AGREEMENTS OR SERVICE CONTRACTS</b>	\$500 (10 hrs)
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<b>EXTENSION OF TIME REQUEST</b>	\$250 (5 hrs)
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<b>SPECIAL MEETING FEE</b>	\$800
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## **ADMINISTRATIVE SERVICES**

The following are charges to be assessed to persons or entities other than the applicant.

Copying	\$.50 per copy for first five copies, \$.10 per copy thereafter
Faxing	\$1.00 service charge, plus \$.15 per page
Mailing or Shipping	Cost
Research/Archive Retrieval	\$20 per hour, minimum of 1 hour charge.
Duplication of Meeting Recording	time billed at research rate plus cost of tape.

## **OTHER AGENCY FEES**

Registered Voter List for Hearing Notice (req. for proposals w/o 100% consent) Made payable to "County of Napa" (Current Hourly Rate is \$55)	varies
Mapping Service Made payable to "Napa County Assessor"	\$125
County Surveyor Fees Made Payable to "County of Napa" \$30 flat fee for the first hour of staff time. Most reviews require one hour or less. More complex reviews shall be charged for additional time at the following rates:	as described
Work done by Eng. Aide III	\$30 per hour
Work done by Civil Engineer	\$47 per hour
LAFCO - GIS Fees Made Payable to "LAFCO of Napa County" \$125 flat fee for the first hour of staff time. Most reviews require one hour or less. More complex reviews shall be charged for additional time at the \$125/hour rate.	as described
Environmental (State Fish & Game) Filing Fee (Fish & Game Code §711.4(d)) Made Payable to "Napa County Clerk-Recorder"	\$50
Filing of Negative Declaration, LAFCO is Lead Agency	\$1,800
Filing of EIR, LAFCO is Lead Agency	\$2,500
State Board of Equalization Recordation Made payable to "State Board of Equalization"	see table

<b>ACRES</b>	<b>FEE</b>
Less than 1	\$300
1-5	\$350
6-10	\$500
11-20	\$800
21-50	\$1200
51-100	\$1500
101-500	\$2000
501-1000	\$2500
1001-2000	\$3000
2001 and above	\$3500